

PURCHASE DIVISION
Advice for approval for credit to supplier

(E)

Date: 23-01-23		Prepared by: Venkatesh		Serial no. 13584	
Supplier name: Veldi Karunakar Reddy		Project: GMR		HO inward no.	
Firm/Company: MRM LLP		PO/WO No. 93168		HO received date	
PO/WO date: 30-10-22				Scan ID.	
Sl no.	Bill no.	Bill date	Bill amount	Original attached	
1.	185	20-1-23	1,94,700/-	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount A – Bills total (Excluding Transport & Hamali Charges):				1,94,700/-	
Proof of delivery by way of: <input type="checkbox"/> DCs/bill <input type="checkbox"/> Steel report <input type="checkbox"/> RMC pour report <input type="checkbox"/> Solid block report <input type="checkbox"/> Installation report					
MRN nos.:	Installation report attached		Proof of delivery matches MRN	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount B – Other Credits : Transportation charges				—	
Amount C – Other Debits :				—	
Amount D (D=A+B-C) – Amount to be credited to the supplier:				1,94,700/-	
Amount E – PO / WO value:				1,94,700/-	
Amount F – Difference (A – E):				—	
Quantity received as per PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Excess received <input type="checkbox"/> Short received <input type="checkbox"/> Part received			
Close PO / WO		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No – wait for balance material <input type="checkbox"/> Other			
Payment – due date		30-01-23			
Remarks: Final bill					
Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		<i>[Signature]</i>			
Sign:		<i>[Signature]</i>			
Date		23 JAN 2023			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

INSTALLATION REPORT

Company/ firm:	MRMLP	Requisition nos.:	-----
Project:	G.M.R	PO no.:	93168
Supplier:	Karunakar Reddy	Material type:	Cement fiber board

Details of installation:

Sl. No.	Date of installation	Unit no.	Material details	Size	Qty
1.	3/12/2023		Cement fiber board	10' x 0.5'	1500 sft
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total:					1500 sft
Remarks: All works completed					

Approved by	Project manager	Security 10572	Admin (Audit) 3/11/23
	<i>[Signature]</i>	115912	7/11/23

Note: 1. Report to be sent on completion of work. 2. For partial completion report must be sent once a month. 3. This report is required for installation of windows, french windows, balcony/ staircase railing, fire doors and such materials where PO for material + labour is issued. Exclude false ceiling, painting, water proofing where 'Advice for giving credit to contractor/supplier form' is being set to E&D. 4. One or more reports can be made per PO. Avoid multiple Pos in one report. 5. Provide report on defaults, poor quality, missing items, etc. 6. Reports to be provided regularly. However, must be provided within one working day of request-from purchase.

Purchase Order

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details			
Karunakar Reddy 8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad. GSTIN 36AKGPR0150G1ZD NA NA 9440407992	Doc No	93168	208103
	Doc Date	30-10-2022	
	Quote No	Nil	
	Quote Date	20-10-2022	
	SupplyType	Supply	

Kind Attn : **Mr. Karunakar Reddy**

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 385800 - BUIL-Building Material - Cement Fiber Board-- - 1200X2400X25MM - Sqm 6" wide x 10' length	1,500.00	110.00	0.00	18.00	194,700.00
Total Order Value . . .					194,700.00
Rupees : One Lakh(s) Ninty Four Thousand Seven Hundred Only.					

Terms and Conditions :-

Specification / Brand	Items shall be of V-Plank brand cement fiber board. 8mm thick.
Payment Terms	50% as advance & balance 50% on completion of work.
Tax	All taxes included in above price.
Delivery Date	Within 6days.
Delivery Location	Gulmohar Residency Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge Phone. Contact: Security _____, 8309938133
Penalty For Delay	Nil
Transportation Cost	Included in the above price.
Warranty	Nil
Advance Paid	Rs.97,350/- advance to be pay vide cheque
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for c-Block west side elevation work purpose.
Completion Date	Work shall be completed within 7 working days from the date of the work order.
Measurment	Nil
Security	Nil
Remarks	'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For **Modi Reality Mallapur LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Karunakar Reddy**

Name : _____

Name : _____

Date : __/__/__

Purchase Order

Page(s) 1 Of 1

04-11-2022 12:01:34

Original / Office Copy / Purchase Div.Copy

From Company : **Modi Reality Mallapur LLP**
5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
G S T No. : 36AAEFM1459R1ZP

Supplier Details

Karunakar Reddy
8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.

GSTIN 36AKGPR0150G1ZD NA
NA 9440407992

Doc No	93168	208103
Doc Date	30-10-2022	
Quote No	Nil	
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Tax All taxes included in above price.

Delivery Date Within 6days.

Delivery Location Gulmohar Residency
Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, 8309938133

Penalty For Delay Nil

Transportation Cost Included in the above price.

Warranty Nil

Advance Paid Rs.97,350/- advance to be pay vide cheque

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Measurment Nil

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Remarks 'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

For **Modi Reality Mallapur LLP**

Authorised Signatory



Accepted the above Terms And Conditions

For **Karunakar Reddy**

Name : _____

Name : _____

Date : __/__/__

Contact

Requisition Form

Company Name MIRM LLP

Site & Phase GMR

Unit No./Block No C Block west side elevation

Supplier Karunakar Reddy

Material required before date Urgent

S No Item

1 BUIL3858-Building Material-Cement Fiber Board---1200X2400X25MM-Sqm

110 + 18%

CS

1,183.6 93168

Remarks For C Block west side elevation work purpose

Engineer

Prepared By Raja shekar

Approved By

Sign & Date 20 10 22

APPROVED BY
 03 NOV 2022
 SOHAM MODI
 MANAGING DIRECTOR

Project Manager
 Ram Prasad

21 OCT 2022

APPROVED
 21 OCT 2022
 P. VENKATESHWARLU
 MANAGER PURCHASE

MD

Date 20 10 22

Time 5:30

Req No 2699/193

ID No 80760

Qty required Qty available at site

1500

9

1500

Order Qty Inward No. Inward Date

Estimate/Draft PO



93168

18.10.22 2:23:36

From Company : **Modi Reality Mallapur LLP**
 5-4-187/3&3, II nd floor, Soham Mansion, MG Road, Secunderabad.
 G S T No. : 36AAEFM1459R1ZP

Supplier Details

Karunakar Reddy
 8-2-125/120/3A/45, Banjara Hills, Noor Nagar, Road No.10, Hyderabad.

GSTIN 36AKGPR0150G1ZD NA
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Quote No	Nil	
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Survey No 19, Mallapur, Hyderabad. NExt to NFC Railway Over Bridge
Phone. Contact: Security _____, 8309938133
- Penalty For Delay** Nil
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- Warranty** Nil
- Advance Paid** Rs.97,350/- advance to be pay vide cheque
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- Completion Date** Work shall be completed within 7 working days from the date of the work order.
- Measurement** Nil
- Security** Nil
- Remarks** 'Original invoice + copy of proof of delivery is required to process invoice for payment. DO NOT send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery/DC can be sent by email.'

- For MDs APPROVAL**
- High Value/quantity beyond limits.
 - Pc/Req. processed-post approval.
 - Approval for technical details/clarification.
 - Replenishing SLLP stock
 - Other

APPROVED BY
U 3 NOV 2022
 SOHAM MODI
 MANAGING DIRECTOR

For **Modi Reality Mallapur LLP**

Authorised Signatory

Venky
31/10/22

Accepted the above Terms And Conditions

For **Karunakar Reddy**

Name : _____

Name : _____

Date : ___/___/___

Contact :-